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NEW WEB SITE - CONSTRUCTION AGREEMENT

(Standard Minimum Deposit required to accompany this signed agreement - \$1,500)

Client:

URL (web address):

Billing Address:

Contact Name:

Contact Phone Number:

Contact Email Address:

Tax Exempt? If so, please fax Tax Exemption Certificate prior to billing.

INTENT TO HIRE:

By signing this agreement, the "Client" named above is making a formal request to engage the services of ChoreoGraphics, Inc. to design, build and initially deploy a "new" custom web site.

EXTENT OF PROJECT WORK:

The "extent" of work to be performed (design, photography, web technologies employed, etc.) will be determined by verbal and written guidance from the client throughout the project.

STOP WORK:

The client may stop work on any project at any time by contacting ChoreoGraphics. ChoreoGraphics charges will stop immediately upon receiving such request and no further billing beyond work performed previously will be made. Any construction files, design work, etc. performed prior to such order will be billed and surrendered to client upon request.

HOURLY RATE INCLUSIONS / EXCEPTIONS:

Generally, ChoreoGraphics will provide ALL the hardware, software, calibration, research, training and other materials necessary to complete the tasks assigned at no additional charges to client beyond the standard hourly rates for actual constructive work performed on a project. Exceptions to this rule might include client selected Stock Photography / Music or specialized one-time use equipment. In such cases, ChoreoGraphics will contact the client in advance for approval to purchase such additional elements and will bill them at actual cost also agreed upon in advance.

BILLING:

Standard invoicing for such work is on the last day of each calendar month; however, client may request interim billing by the week, by each major task completed or any other reasonable interval to monitor costs.

STANDARD RATE:

ChoreoGraphics "Standard" rate for activities in this category is \$125/hr \$90/hr. since it meets the minimum requirements to get our lowest rate. We want satisfied clients and future referrals, so everything will be done to keep client costs to a minimum, but with "custom" projects nobody knows at the outset what a project will ultimately entail. One of our goals will be to keep you informed (up front if possible) of time required at various stages of development before proceeding in a particular direction. We all hate surprises - especially where costs are concerned, but "custom" takes time, testing and alternatives.

Client Signature _____

Date: _____